

		FOR OFF USE					

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2002
STATE OF ILLINOIS
DEPARTMENT OF PUBLIC AID
FINANCIAL AND STATISTICAL REPORT FOR
LONG-TERM CARE FACILITIES
(FISCAL YEAR 2002)

IMPORTANT NOTICE
THIS AGENCY IS REQUESTING DISCLOSURE OF INFORMATION THAT IS NECESSARY TO ACCOMPLISH THE STATUTORY PURPOSE AS OUTLINED IN 210 ILCS 45/3-208. DISCLOSURE OF THIS INFORMATION IS MANDATORY. FAILURE TO PROVIDE ANY INFORMATION ON OR BEFORE THE DUE DATE WILL RESULT IN CESSATION OF PROGRAM PAYMENTS. THIS FORM HAS BEEN APPROVED BY THE FORMS MANAGEMENT CENTER.

I. IDPH Facility ID Number: 0035782

Facility Name: Winston Manor Cnv & Nursing

Address: 2155 West Pierce Chicago 60622
Number City Zip Code

County: Cook

Telephone Number: (773) 252-2066 Fax # (773) 252-3688

IDPA ID Number: 363671711001

Date of Initial License for Current Owners: 01/01/1990

Type of Ownership:

<input type="checkbox"/>	VOLUNTARY,NON-PROFIT	<input checked="" type="checkbox"/>	PROPRIETARY	<input type="checkbox"/>	GOVERNMENTAL
<input type="checkbox"/>	Charitable Corp.	<input type="checkbox"/>	Individual	<input type="checkbox"/>	State
<input type="checkbox"/>	Trust	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	County
IRS Exemption Code		<input checked="" type="checkbox"/>	Corporation	<input type="checkbox"/>	Other
			"Sub-S" Corp.		
			Limited Liability Co.		
			Trust		
			Other		

In the event there are further questions about this report, please contact:
Name: Sanford B. Alper Telephone Number: (847) 580-4100

II. CERTIFICATION BY AUTHORIZED FACILITY OFFICER

I have examined the contents of the accompanying report to the State of Illinois, for the period from 01/01/2002 to 12/31/2002 and certify to the best of my knowledge and belief that the said contents are true, accurate and complete statements in accordance with applicable instructions. Declaration of preparer (other than provider) is based on all information of which preparer has any knowledge.

Intentional misrepresentation or falsification of any information in this cost report may be punishable by fine and/or imprisonment.

Officer or Administrator of Provider	(Signed)		(Date)	
	(Type or Print Name)			
	(Title)			
Paid Preparer	(Signed)			
	(Print Name and Title)	Sanford B. Alper - Principal Kessler, Orlean, Silver & Co. P.C.		
	(Firm Name & Address)	1101 Lake Cook Road. Suite C Deerfield, Illinois 60015-5233		
	(Telephone)	(847) 580-4100 Fax # (847) 580-4199		
	MAIL TO: OFFICE OF HEALTH FINANCE ILLINOIS DEPARTMENT OF PUBLIC AID 201 S. Grand Avenue East Springfield, IL 62763-0001 Phone # (217) 782-1630			

Facility Name & ID Number Winston Manor Cnv & Nursing

0035782 Report Period Beginning: 01/01/2002 Ending: 12/31/2002

III. STATISTICAL DATA

A. Licensure/certification level(s) of care; enter number of beds/bed days, (must agree with license). Date of change in licensed beds

180

	1	2	3	4	
	Beds at Beginning of Report Period	Licensure Level of Care	Beds at End of Report Period	Licensed Bed Days During Report Period	
1		Skilled (SNF)			1
2		Skilled Pediatric (SNF/PED)			2
3	<u>180</u>	Intermediate (ICF)	<u>180</u>	<u>65,700</u>	3
4		Intermediate/DD			4
5		Sheltered Care (SC)			5
6		ICF/DD 16 or Less			6
7	<u>180</u>	TOTALS	<u>180</u>	<u>65,700</u>	7

B. Census-For the entire report period.

	1	2	3	4	5	
	Level of Care	Patient Days by Level of Care and Primary Source of Payment				
		Public Aid Recipient	Private Pay	Other	Total	
8	SNF					8
9	SNF/PED					9
10	ICF	<u>59,157</u>	<u>712</u>	<u>274</u>	<u>60,143</u>	10
11	ICF/DD					11
12	SC					12
13	DD 16 OR LESS					13
14	TOTALS	<u>59,157</u>	<u>712</u>	<u>274</u>	<u>60,143</u>	14

C. Percent Occupancy. (Column 5, line 14 divided by total licensed bed days on line 7, column 4.) 91.54%

D. How many bed-hold days during this year were paid by Public Aid? 422 (Do not include bed-hold days in Section B.)

E. List all services provided by your facility for non-patients. (E.g., day care, "meals on wheels", outpatient therapy)
None

F. Does the facility maintain a daily midnight census? Yes

G. Do pages 3 & 4 include expenses for services or investments not directly related to patient care?
YES ☒ NO ☐

H. Does the BALANCE SHEET (page 17) reflect any non-care assets?
YES ☐ NO ☒

I. On what date did you start providing long term care at this location?
Date started 01/01/1990

J. Was the facility purchased or leased after January 1, 1978?
YES ☒ Date 1989 NO ☐

K. Was the facility certified for Medicare during the reporting year?
YES ☐ NO ☒ If YES, enter number of beds certified _____ and days of care provided 0

Medicare Intermediary N/A

IV. ACCOUNTING BASIS

ACCRUAL ☒ MODIFIED CASH* ☐ CASH* ☐

Is your fiscal year identical to your tax year? YES ☒ NO ☐

Tax Year: 12/31/02 Fiscal Year: 12/31/02

* All facilities other than governmental must report on the accrual basis.

Facility Name & ID Number Winston Manor Cnv & Nursing # 0035782 Report Period Beginning: 01/01/2002 Ending: 12/31/2002

V. COST CENTER EXPENSES (throughout the report, please round to the nearest dollar)

	Operating Expenses	Costs Per General Ledger				Reclass- ification 5	Reclassified Total 6	Adjust- ments 7	Adjusted Total 8	FOR OHF USE ONLY		
		Salary/Wage 1	Supplies 2	Other 3	Total 4					9	10	
	A. General Services											
1	Dietary	210,148	31,784	10,273	252,205		252,205	(31)	252,174			1
2	Food Purchase		172,233		172,233		172,233	0	172,233			2
3	Housekeeping	158,881	20,081		178,962		178,962	0	178,962			3
4	Laundry		5,751		5,751	0	5,751	0	5,751			4
5	Heat and Other Utilities			99,964	99,964		99,964	0	99,964			5
6	Maintenance	23,135	66,914	7,474	97,523		97,523	65	97,588			6
7	Other (specify):*			8,187	8,187		8,187	0	8,187			7
8	TOTAL General Services	392,164	296,763	125,898	814,825	0	814,825	34	814,859			8
	B. Health Care and Programs											
9	Medical Director			1,800	1,800		1,800	0	1,800			9
10	Nursing and Medical Records	774,105	23,207	3,772	801,084		801,084	0	801,084			10
10a	Therapy	27,372		6,092	33,464		33,464	0	33,464			10a
11	Activities	97,363	74,039		171,402		171,402	0	171,402			11
12	Social Services	30,344		3,106	33,450		33,450	0	33,450			12
13	Nurse Aide Training				0		0	0	0			13
14	Program Transportation				0		0	0	0			14
15	Other (specify):*				0		0	0	0			15
16	TOTAL Health Care and Programs	929,184	97,246	14,770	1,041,200	0	1,041,200	0	1,041,200			16
	C. General Administration											
17	Administrative	121,453		16,886	138,339		138,339	0	138,339			17
18	Directors Fees				0		0	0	0			18
19	Professional Services			47,905	47,905		47,905	105	48,010			19
20	Dues, Fees, Subscriptions & Promotions			29,812	29,812		29,812	0	29,812			20
21	Clerical & General Office Expenses	243,934		70,304	314,238		314,238	(27,591)	286,647			21
22	Employee Benefits & Payroll Taxes			239,281	239,281		239,281	13,523	252,804			22
23	Inservice Training & Education				0		0	0	0			23
24	Travel and Seminar			1,045	1,045		1,045	0	1,045			24
25	Other Admin. Staff Transportation				0		0	0	0			25
26	Insurance-Prop.Liab.Malpractice			191,129	191,129		191,129	0	191,129			26
27	Other (specify):*				0		0	0	0			27
28	TOTAL General Administration	365,387	0	596,362	961,749	0	961,749	(13,963)	947,786			28
29	TOTAL Operating Expense (sum of lines 8, 16 & 28)	1,686,735	394,009	737,030	2,817,774	0	2,817,774	(13,929)	2,803,845			29

*Attach a schedule if more than one type of cost is included on this line, or if the total exceeds \$1000.

NOTE: Include a separate schedule detailing the reclassifications made in column 5. Be sure to include a detailed explanation of each reclassification.

V. COST CENTER EXPENSES (continued)

	Capital Expense	Cost Per General Ledger				Reclass-ification	Reclassified Total	Adjust-ments	Adjusted Total	FOR OHF USE ONLY		
		Salary/Wage	Supplies	Other	Total					9	10	
	D. Ownership	1	2	3	4	5	6	7	8			
30	Depreciation			36,356	36,356		36,356	50,981	87,337			30
31	Amortization of Pre-Op. & Org.				0		0	0	0			31
32	Interest				0		0	0	0			32
33	Real Estate Taxes				0		0	140,422	140,422			33
34	Rent-Facility & Grounds			471,948	471,948		471,948	(471,948)	0			34
35	Rent-Equipment & Vehicles			17,958	17,958		17,958	0	17,958			35
36	Other (specify):*				0		0	0	0			36
37	TOTAL Ownership			526,262	526,262	0	526,262	(280,545)	245,717			37
	Ancillary Expense											
	E. Special Cost Centers											
38	Medically Necessary Transportation				0		0	0	0			38
39	Ancillary Service Centers				0		0	0	0			39
40	Barber and Beauty Shops				0		0	0	0			40
41	Coffee and Gift Shops				0		0	0	0			41
42	Provider Participation Fee			106,550	106,550		106,550	0	106,550			42
43	Other (specify):*				0		0	0	0			43
44	TOTAL Special Cost Centers	0	0	106,550	106,550	0	106,550	0	106,550			44
	GRAND TOTAL COST											
45	(sum of lines 29, 37 & 44)	1,686,735	394,009	1,369,842	3,450,586	0	3,450,586	(294,474)	3,156,112			45

*Attach a schedule if more than one type of cost is included on this line, or if the total exceeds \$1000.

VI. ADJUSTMENT DETAIL

A. The expenses indicated below are non-allowable and should be adjusted out of Schedule V, pages 3 or 4 via column 7.
In column 2 below, reference the line on which the particular cost was included. (See instructions.)

	NON-ALLOWABLE EXPENSES	1 Amount	2 Refer- ence	3 OHF USE ONLY	
1	Day Care	\$		\$	1
2	Other Care for Outpatients				2
3	Governmental Sponsored Special Programs				3
4	Non-Patient Meals				4
5	Telephone, TV & Radio in Resident Rooms				5
6	Rented Facility Space				6
7	Sale of Supplies to Non-Patients				7
8	Laundry for Non-Patients				8
9	Non-Straightline Depreciation	75	30		9
10	Interest and Other Investment Income				10
11	Discounts, Allowances, Rebates & Refunds				11
12	Non-Working Officer's or Owner's Salary				12
13	Sales Tax	(31)	1		13
14	Non-Care Related Interest				14
15	Non-Care Related Owner's Transactions				15
16	Personal Expenses (Including Transportation)				16
17	Non-Care Related Fees				17
18	Fines and Penalties	(250)	21		18
19	Entertainment				19
20	Contributions	(30,508)	21		20
21	Owner or Key-Man Insurance				21
22	Special Legal Fees & Legal Retainers				22
23	Malpractice Insurance for Individuals				23
24	Bad Debt				24
25	Fund Raising, Advertising and Promotional				25
26	Income Taxes and Illinois Personal Property Replacement Tax	(18)	21		26
27	Nurse Aide Training for Non-Employees				27
28	Yellow Page Advertising				28
29	Other-Attach Schedule See Attached Schedule	(8)			29
30	SUBTOTAL (A): (Sum of lines 1-29)	\$ (30,740)		\$ 0	30

OHF USE ONLY							
48		49		50		51	

B. If there are expenses experienced by the facility which do not appear in the general ledger, they should be entered below.(See instructions.)

		1 Amount	2 Reference	
31	Non-Paid Workers-Attach Schedule*	\$		31
32	Donated Goods-Attach Schedule*			32
33	Amortization of Organization & Pre-Operating Expense			33
34	Adjustments for Related Organization Costs (Schedule VII)	(263,734)		34
35	Other- Attach Schedule			35
36	SUBTOTAL (B): (sum of lines 31-35)	\$ (263,734)		36
	(sum of SUBTOTALS			
37	TOTAL ADJUSTMENTS (A) and (B))	\$ (294,474)		37

*These costs are only allowable if they are necessary to meet minimum licensing standards. Attach a schedule detailing the items included on these lines.

C. Are the following expenses included in Sections A to D of pages 3 and 4? If so, they should be reclassified into Section E. Please reference the line on which they appear before reclassification.
(See instructions.)

		1 Yes	2 No	3 Amount	4 Reference	
38	Medically Necessary Transport.			\$		38
39						39
40	Gift and Coffee Shops					40
41	Barber and Beauty Shops					41
42	Laboratory and Radiology					42
43	Prescription Drugs					43
44	Exceptional Care Program					44
45	Other-Attach Schedule					45
46	Other-Attach Schedule					46
47	TOTAL (C): (sum of lines 38-46)			\$		47

NON-ALLOWABLE EXPENSES		Amount	Sch. V Line Reference	
1	Franchise Tax - Management Company	\$ (8)	21	1
2				2
3				3
4				4
5				5
6				6
7				7
8				8
9				9
10				10
11				11
12				12
13				13
14				14
15				15
16				16
17				17
18				18
19				19
20				20
21				21
22				22
23				23
24				24
25				25
26				26
27				27
28				28
29				29
30				30
31				31
32				32
33				33
34				34
35				35
36				36
37				37
38				38
39				39
40				40
41				41
42				42
43				43
44				44
45				45
46				46
47				47
48				48
49	Total	(8)		49

Summary A

12/31/2002

[illegible]

Summary B

12/31/2002

[illegible]

VII. RELATED PARTIES

A. Enter below the names of ALL owners and related organizations (parties) as defined in the instructions. Attach an additional schedule if necessary.

1 OWNERS		2 RELATED NURSING HOMES		3 OTHER RELATED BUSINESS ENTITIES		
Name	Ownership %	Name	City	Name	City	Type of Business
Marvin Mermelstein	75.00%	Balmoral Home, Inc.	Chicago, IL	Nivram Mgmt, Inc.	Chicago, IL	Nursing Home
Joseph Mermelstein	25.00%	Emerald Park Nursing Center	Evergreen Park, IL			Management
		Central Nursing Home, Inc.	Chicago, IL	Pierce Building Ptsp.	Chicago, IL	Lessor
		Sovereign Healthcare, L.L.C.	Chicago, IL			
		Chicago Ridge Nursing and Rehab Center	Chicago, IL			

B. Are any costs included in this report which are a result of transactions with related organizations? This includes rent, management fees, purchase of supplies, and so forth.

☒ YES ☐ NO

If yes, costs incurred as a result of transactions with related organizations must be fully itemized in accordance with the instructions for determining costs as specified for this form.

1		2	3 Cost Per General Ledger	4	5 Cost to Related Organization	6	7	8 Difference:	
Schedule V		Line	Item	Amount	Name of Related Organization	Percent of Ownership	Operating Cost of Related Organization	Adjustments for Related Organization Costs (7 minus 4)	
1	V	21	Bank Charges	\$	Nivram Management, Inc.	50.00%	\$ 123	\$ 123	1
2	V	21	Office Expenses		Nivram Management, Inc.	50.00%	123	123	2
3	V	21	Supplies		Nivram Management, Inc.	50.00%	2,438	2,438	3
4	V	22	Payroll Tax		Nivram Management, Inc.	50.00%	12,489	12,489	4
5	V	21	Telephone		Nivram Management, Inc.	50.00%	483	483	5
6	V	19	Accounting		Nivram Management, Inc.	50.00%	105	105	6
7	V	21	Franchise Tax		Nivram Management, Inc.	50.00%	8	8	7
8	V	22	Group Insurance		Nivram Management, Inc.	50.00%	1,034	1,034	8
9	V	6	Repairs & Maintenance		Nivram Management, Inc.	50.00%	65	65	9
10	V	21	State Replacement Tax		Nivram Management, Inc.	50.00%	18	18	10
11	V								11
12	V								12
13	V								13
14	Total			\$			\$ 16,886	\$ * 16,886	14

* Total must agree with the amount recorded on line 34 of Schedule VI.

VII. RELATED PARTIES (continued)

B. Are any costs included in this report which are a result of transactions with related organizations? This includes rent, management fees, purchase of supplies, and so forth.

☒ YES☐ NO

If yes, costs incurred as a result of transactions with related organizations must be fully itemized in accordance with the instructions for determining costs as specified for this form.

1		2	3 Cost Per General Ledger	4	5 Cost to Related Organization	6	7	8 Difference:	
Schedule V		Line	Item	Amount	Name of Related Organization	Percent of Ownership	Operating Cost of Related Organization	Adjustments for Related Organization Costs (7 minus 4)	
15	V	30	Depreciation	\$	Pierce Building Partnership	50.00%	\$ 50,906	\$ 50,906	15
16	V	33	Property Taxes		Pierce Building Partnership	50.00%	140,422	140,422	16
17	V	34	Rent	471,948	Pierce Building Partnership	50.00%		(471,948)	17
18	V								18
19	V								19
20	V								20
21	V								21
22	V								22
23	V								23
24	V								24
25	V								25
26	V								26
27	V								27
28	V								28
29	V								29
30	V								30
31	V								31
32	V								32
33	V								33
34	V								34
35	V								35
36	V								36
37	V								37
38	V								38
39	Total			\$ 471,948			\$ 191,328	\$ * (280,620)	39

* Total must agree with the amount recorded on line 34 of Schedule VI.

Facility Name & ID Number Winston Manor Cnv & Nursing # 0035782 Report Period Beginning: 01/01/2002 Ending: 12/31/2002

VII. RELATED PARTIES (continued)

C. Statement of Compensation and Other Payments to Owners, Relatives and Members of Board of Directors.

NOTE: ALL owners (even those with less than 5% ownership) and their relatives who receive any type of compensation from this home must be listed on this schedule.

	1 Name	2 Title	3 Function	4 Ownership Interest	5 Compensation Received From Other Nursing Homes*	6 Average Hours Per Work Week Devoted to this Facility and % of Total Work Week		7 Compensation Included in Costs for this Reporting Period**		8 Schedule V. Line & Column Reference	
						Hours	Percent	Description	Amount		
1	Henry Mermelstein	Administrator	Administrative	None	230,603	6	7.76%	Salary	\$ 19,397	L 17, C 1	1
2	Louise Mermelstein	Food Serv Superv	Support	None	76,215	11	15.32%	Salary	13,785	L 1, C 1	2
3	Marvin Mermelstein	Plant Supervisor	Support	75.00%	91,427	3	15.35%	Salary	16,573	L 6, C1	3
4	Doreen Mermelstein	Office Manager	Support	None	58,560	40	43.45%	Salary	45,000	L 21, C1	4
5											5
6	Marvin Mermelstein	Asst. Administrator	Administrative	See Above	137,141	4	15.35%	Salary	24,859	L 17, C1	6
7	Joseph Mermelstein	Owner	Administrative	25.00%	75,322	2	20.71%	Salary	19,678	L 17, C 1	7
8											8
9		See Schedule B									9
10											10
11											11
12											12
13								TOTAL	\$ 139,292		13

* If the owner(s) of this facility or any other related parties listed above have received compensation from other nursing homes, attach a schedule detailing the name(s) of the home(s) as well as the amount paid. THIS AMOUNT MUST AGREE TO THE AMOUNTS CLAIMED ON THE THE OTHER NURSING HOMES' COST REPORTS.

** This must include all forms of compensation paid by related entities and allocated to Schedule V of this report (i.e., management fees). FAILURE TO PROPERLY COMPLETE THIS SCHEDULE INDICATING ALL FORMS OF COMPENSATION RECEIVED FROM THIS HOME, ALL OTHER NURSING HOMES AND MANAGEMENT COMPANIES MAY RESULT IN THE DISALLOWANCE OF SUCH COMPENSATION

Facility Name & ID Number Winston Manor Cnv & Nursing# 0035782

Report Period Beginning:

01/01/2002Ending: 2/31/2002

VIII. ALLOCATION OF INDIRECT COSTS

A. Are there any costs included in this report which were derived from allocations of central office or parent organization costs? (See instructions.) YES ☒ NO ☐

B. Show the allocation of costs below. If necessary, please attach worksheets.

Name of Related Organization

Nivram Management, Inc.

Street Address

2155 W. Pierce

City / State / Zip Code

Chicago, IL 60622

Phone Number

(773) 252-3208

Fax Number

(773) 252-3688

	1 Schedule V Line Reference	2 Item	3 Unit of Allocation (i.e.,Days, Direct Cost, Square Feet)	4 Total Units	5 Number of Subunits Being Allocated Among	6 Total Indirect Cost Being Allocated	7 Amount of Salary Cost Contained in Column 6	8 Facility Units	9 Allocation (col.8/col.4)x col.6	
	1	21	Bank Charges	Resident Beds	1,173	6	\$ 805	\$ 180	\$ 124	1
	2	21	Office Expense	Resident Beds	1,173	6	805	180	123	2
	3	21	Supplies	Resident Beds	1,173	6	15,880	180	2,437	3
	4	22	Payroll Tax	Resident Beds	1,173	6	81,386	180	12,489	4
	5	21	Telephone	Resident Beds	1,173	6	3,145	180	483	5
	6	19	Accounting	Resident Beds	1,173	6	682	180	105	6
	7	21	Franchise Tax	Resident Beds	1,173	6	50	180	8	7
	8	22	Group Insurance	Resident Beds	1,173	6	6,740	180	1,034	8
	9	6	Repairs & Maintenance	Resident Beds	1,173	6	424	180	65	9
	10	21	State Replacement Tax	Resident Beds	1,173	6	115	180	18	10
	11									11
	12									12
	13									13
	14									14
	15									15
	16									16
	17									17
	18									18
	19									19
	20									20
	21									21
	22									22
	23									23
	24									24
	25	TOTALS				\$ 110,032	\$		\$ 16,886	25

IX. INTEREST EXPENSE AND REAL ESTATE TAX EXPENSE

A. Interest: (Complete details must be provided for each loan - attach a separate schedule if necessary.)

1		2		3	4	5	6		7	8	9	10		
	Name of Lender	Related**		Purpose of Loan	Monthly Payment Required	Date of Note	Amount of Note		Maturity Date	Interest Rate (4 Digits)	Reporting Period Interest Expense			
		YES	NO				Original	Balance						
	A. Directly Facility Related Long-Term													
1							\$		\$			\$	1	
2													2	
3													3	
4													4	
5													5	
	Working Capital													
6													6	
7													7	
8													8	
9	TOTAL Facility Related						\$	0	\$	0		\$	0	9
	B. Non-Facility Related*													
10													10	
11													11	
12													12	
13													13	
14	TOTAL Non-Facility Related						\$	0	\$	0		\$	0	14
15	TOTALS (line 9+line14)						\$	0	\$	0		\$	0	15

16) Please indicate the total amount of mortgage insurance expense and the location of this expense on Sch. V. \$ Line #

* Any interest expense reported in this section should be adjusted out on page 5, line 14 and, consequently, page 4, col. 7.
(See instructions.)

** If there is ANY overlap in ownership between the facility and the lender, this must be indicated in column 2.
(See instructions.)

IMPORTANT NOTICE

TO: Long Term Care Facilities with Real Estate Tax Rates RE: 2001 REAL ESTATE TAX COST DOCUMENTATION

In order to set the real estate tax portion of the capital rate, it is necessary that we obtain additional information regarding your calendar 2001 real estate tax costs, as well as copies of your real estate tax bills for calendar 2001.

Please complete the Real Estate Tax Statement below and forward with a copy of your 2001 real estate tax bill to the Department of Public Aid, Office of Health Finance, 201 South Grand Avenue East, Springfield, Illinois 62763.

Please send these items in with your completed 2002 cost report. The cost report will not be considered complete and timely filed until this statement and the corresponding real estate tax bills are filed. If you have any questions, please call the Office of Health Finance at (217) 782-1630.

2001 LONG TERM CARE REAL ESTATE TAX STATEMENT

FACILITY NAME

Winston Manor Cnv & Nursing

COUNTY

Cook

FACILITY IDPH LICENSE NUMBER

0035782

CONTACT PERSON REGARDING THIS REPORT

Sanford B. Alper

TELEPHONE

(847) 580-4100

FAX #:

(847) 580-4199

A. Summary of Real Estate Tax Cost

Enter the tax index number and real estate tax assessed for 2001 on the lines provided below. Enter only the portion of the cost that applies to the operation of the nursing home in Column D. Real estate tax applicable to any portion of the nursing home property which is vacant, rented to other organizations, or used for purposes other than long term care must not be entered in Column D. Do not include cost for any period other than calendar year 2001.

	(A)	(B)	(C)	(D)
	<u>Tax Index Number</u>	<u>Property Description</u>	<u>Total Tax</u>	<u>Tax</u> <u>Applicable to</u> <u>Nursing Home</u>
1.	17-06-106-001-0000	Winston Nursing Home	\$ 136,922.14	\$ 136,922.14
2.			\$	\$
3.			\$	\$
4.			\$	\$
5.			\$	\$
6.			\$	\$
7.			\$	\$
8.			\$	\$
9.			\$	\$
10.			\$	\$
		TOTALS	\$ 136,922.14	\$ 136,922.14

B. Real Estate Tax Cost Allocations

Does any portion of the tax bill apply to more than one nursing home, vacant property, or property which is not directly used for nursing home services? YES X NO

If YES, attach an explanation & a schedule which shows the calculation of the cost allocated to the nursing home.
(Generally the real estate tax cost must be allocated to the nursing home based upon sq. ft. of space used.)

C. Tax Bills

Attach a copy of the 2001 tax bills which were listed in Section A to this statement. Be sure to use the 2001 tax bill which is normally paid during 2002.

X. BUILDING AND GENERAL INFORMATION:

A. Square Feet: 59,192

B. General Construction Type: Exterior Brick Frame Steel Number of Stories 4

C. Does the Operating Entity?

☐ (a) Own the Facility

☒ (b) Rent from a Related Organization.

☐ (c) Rent from Completely Unrelated Organization.

(Facilities checking (a) or (b) must complete Schedule XI. Those checking (c) may complete Schedule XI or Schedule XII-A. See instructions.)

D. Does the Operating Entity?

☐ (a) Own the Equipment

☒ (b) Rent equipment from a Related Organization.

☒ (c) Rent equipment from Completely Unrelated Organization.

(Facilities checking (a) or (b) must complete Schedule XI-C. Those checking (c) may complete Schedule XI-C or Schedule XII-B. See instructions.)

E. List all other business entities owned by this operating entity or related to the operating entity that are located on or adjacent to this nursing home's grounds (such as, but not limited to, apartments, assisted living facilities, day training facilities, day care, independent living facilities, nurse aide training facilities, etc.) List entity name, type of business, square footage, and number of beds/units available (where applicable).

F. Does this cost report reflect any organization or pre-operating costs which are being amortized? YES NO

If so, please complete the following:

1. Total Amount Incurred:

2. Number of Years Over Which it is Being Amortized:

3. Current Period Amortization:

4. Dates Incurred:

Nature of Costs:
(Attach a complete schedule detailing the total amount of organization and pre-operating costs.)

XI. OWNERSHIP COSTS:

A. Land.

	1	2	3	4	
	Use	Square Feet	Year Acquired	Cost	
1	Nursing Home		1989	\$ 105,000	1
2					2
3	TOTALS			\$ 105,000	3

Facility Name & ID Number Winston Manor Cnv & Nursing

0035782

Report Period Beginning:

01/01/2002

Ending:

12/31/2002

XI. OWNERSHIP COSTS (continued)**B. Building Depreciation-Including Fixed Equipment. (See instructions.) Round all numbers to nearest dollar.**

	1 Beds*	FOR OHF USE ONLY	2 Year Acquired	3 Year Constructed	4 Cost	5 Current Book Depreciation	6 Life in Years	7 Straight Line Depreciation	8 Adjustments	9 Accumulated Depreciation	
4	180		1989		\$ 1,536,832	\$	31.5	\$ 48,779	\$ 48,779	\$ 591,554	4
5					(30,119)						5
6											6
7											7
8											8
	Improvement Type**										
9	Security System			1990	9,200	292	31.5	292	0	3,760	9
10	Interior Improvement			1990	32,039	1,038	31.5	1,018	(20)	12,763	10
11	Elevator			1990	5,300	168	31.5	168	(0)	2,093	11
12	Tiling & Lobby Office			1990	10,143	324	31.5	322	(2)	3,959	12
13	Building Improvements			1991	3,230	103	31.5	103	0	1,183	13
14	Building Improvements			1991	4,806	153	31.5	153	0	1,746	14
15	Tiles			1991	11,906	378	31.5	377	(1)	4,179	15
16	Radiator Cover			1992	12,400	394	31.5	394	0	4,252	16
17	Electrical Work			1992	3,500	111	31.5	111	(0)	1,189	17
18	Building Improvements			1993	21,476	550	39	550		5,166	18
19	Building Improvements			1995	34,754	891	39	891		6,720	19
20	Flooring & Tile			1996	5,355	137	39	137		896	20
21	Generator			1996	35,589	913	39	913		5,973	21
22	Air Conditioner			1996	16,511	423	39	423		2,768	22
23	Alarm System			1996	3,744	96	39	96		628	23
24	Roof			1996	1,200	31	39	31		203	24
25	Hot Water Heater			1996	2,900	74	39	74		484	25
26	Smoke Eaters			1993	4,600		10	460	460	3,910	26
27	Air Conditioner			1993	2,550		10	255	255	2,167	27
28	Carpet			1993	3,527		10	353	353	3,001	28
29	Boiler			1993	3,600		10	360	360	3,060	29
30	Air Conditioner			1994	5,122		10	512	512	3,840	30
31	Hot Water Heater			1995	4,160		10	416	416	2,708	31
32	Air Conditioner			1995	2,816		10	282	282	1,841	32
33	Glass			1995	647		10	64	64	384	33
34	Roof			1997	21,350	547	39	547		3,009	34
35	Phone System			1997	13,666	350	39	350		1,925	35
36	Electrical Work			1997	49,685	1,274	39	1,274		7,007	36

*Total beds on this schedule must agree with page 2.

**Improvement type must be detailed in order for the cost report to be considered complete.

See Page 12A, Line 70 for total

XI. OWNERSHIP COSTS (continued)

B. Building Depreciation-Including Fixed Equipment. (See instructions.) Round all numbers to nearest dollar.

1	2	3	4	5	6	7	8	9	
	Improvement Type**	Year Constructed	Cost	Current Book Depreciation	Life in Years	Straight Line Depreciation	Adjustments	Accumulated Depreciation	
37	Central Air Conditioning	1997	\$ 35,499	\$ 910	39	\$ 910	\$	\$ 5,005	37
38	New Office Construction	1997	4,442	114	39	114		627	38
39	Boiler Insulation / Installation	1997	29,412	754	39	754		4,147	39
40	Fire Alarm & Sprinklers	1997	2,475	63	39	63		347	40
41	Doors & Construction	1997	8,191	210	39	210		1,155	41
42	Plumbing - Toilets, Pipes	1997	4,719	121	39	121		666	42
43	Roof	1998	3,900	100	39	100		450	43
44	HVAC Work	1998	2,700	69	39	69		311	44
45	Doors and Construction	1998	2,729	70	39	70		315	45
46	Time Clock	1998	5,244	135	39	135		482	46
47	Air Conditioner	1998	777	20	39	20		90	47
48	Phone System	1998	1,283	33	39	33		154	48
49	Door	1999	2,500	64	39	64		161	49
50	Fire Damper	1999	1,783	46	39	46		115	50
51	Water System	1999	6,000	154	39	154		385	51
52	Doors and Construction	1999	2,500	64	39	64		128	52
53	Kitchen Tiling	1999	10,250	263	39	263		657	53
54	New Windows	2001	1,300	33	39	17	(16)	34	54
55	Doors and Frame	2001	2,055	53	39	26	(27)	52	55
56	Electric Wiring	2001	443	11	39	6	(5)	12	56
57	Wall Repair	2001	1,000	3	39	13	10	26	57
58									58
59									59
60									60
61									61
62									62
63									63
64									64
65									65
66									66
67									67
68									68
69									69
70	TOTAL (lines 4 thru 69)		\$ 1,961,691	\$ 11,536		\$ 62,957	\$ 51,421	\$ 697,687	70

**Improvement type must be detailed in order for the cost report to be considered complete.

XI. OWNERSHIP COSTS (continued)

C. Equipment Depreciation-Excluding Transportation. (See instructions.)								
	Category of Equipment	1 Cost	Current Book Depreciation 2	Straight Line Depreciation 3	4 Adjustments	Component Life 5	Accumulated Depreciation 6	
71	Purchased in Prior Years	\$ 165,835	\$ 9,227	\$ 16,584	\$ 7,357	5-10 yrs	\$ 120,576	71
72	Current Year Purchases	15,593	15,593	7,797	(7,797)	10	7,797	72
73	Fully Depreciated Assets	317,222			0		317,222	73
74					0			74
75	TOTALS	\$ 498,650	\$ 24,820	\$ 24,380	\$ (440)		\$ 445,595	75

D. Vehicle Depreciation (See instructions.)*									
	1 Use	Model, Make and Year 2	Year Acquired 3	4 Cost	Current Book Depreciation 5	Straight Line Depreciation 6	7 Adjustments	Life in Years 8	Accumulated Depreciation 9
76				\$	\$	\$	0		\$
77							0		
78							0		
79							0		
80	TOTALS			\$ 0	\$ 0	\$ 0	0		\$ 0

E. Summary of Care-Related Assets					1	2
		Reference			Amount	
81	Total Historical Cost	(line 3, col.4 + line 70, col.4 + line 75, col.1 + line 80, col.4) + (Pages 12B thru 12I, if applicable)			\$	2,565,341
82	Current Book Depreciation	(line 70, col.5 + line 75, col.2 + line 80, col.5) + (Pages 12B thru 12I, if applicable)			\$	36,356
83	Straight Line Depreciation	(line 70, col.7 + line 75, col.3 + line 80, col.6) + (Pages 12B thru 12I, if applicable)			\$	87,337
84	Adjustments	(line 70, col.8 + line 75, col.4 + line 80, col.7) + (Pages 12B thru 12I, if applicable)			\$	50,981
85	Accumulated Depreciation	(line 70, col.9 + line 75, col.6 + line 80, col.9) + (Pages 12B thru 12I, if applicable)			\$	1,143,282

F. Depreciable Non-Care Assets Included in General Ledger. (See instructions.)				
	1 Description & Year Acquired	2 Cost	Current Book Depreciation 3	Accumulated Depreciation 4
86		\$	\$	\$
87				
88				
89				
90				
91	TOTALS	\$	\$	\$

G. Construction-in-Progress		
	Description	Cost
92		\$
93		
94		
95		\$

* Vehicles used to transport residents to & from day training must be recorded in XI-F, not XI-D.

** This must agree with Schedule V line 30, column 8.

XII. RENTAL COSTS

A. Building and Fixed Equipment (See instructions.)

1. Name of Party Holding Lease: Pierce Building Ptsp
2. Does the facility also pay real estate taxes in addition to rental amount shown below on line 7, column 4?
If NO, see instructions. ☐ YES ☒ NO

		1 Year Constructed	2 Number of Beds	3 Date of Lease	4 Rental Amount	5 Total Years of Lease	6 Total Years Renewal Option*	
3	Original Building:				\$471,948			3
4	Additions							4
5								5
6								6
7	TOTAL				\$471,948			7

8. List separately any amortization of lease expense included on page 4, line 34.
This amount was calculated by dividing the total amount to be amortized
by the length of the lease .

9. Option to Buy: ☐ YES ☒ NO Terms: Annual Lease *

B. Equipment-Excluding Transportation and Fixed Equipment. (See instructions.)

15. Is Movable equipment rental included in building rental? ☐ YES ☒ NO
16. Rental Amount for movable equipment: \$ 4,419 Description: Ice Maker - \$975; Copier - \$3,444
(Attach a schedule detailing the breakdown of movable equipment)

C. Vehicle Rental (See instructions.)

	1 Use	2 Model Year and Make	3 Monthly Lease Payment	4 Rental Expense for this Period	
17			\$	\$	17
18					18
19	Administrative	2002 Jeep Cherokee	500.00	6,798	19
20	Administrative	2002 Chevrolet	613.00	6,741	20
21	TOTAL		\$1,921.00	\$13,539	21

10. Effective dates of current rental agreement:

Beginning
Ending 2002

11. Rent to be paid in future years under the current rental agreement:

	Fiscal Year Ending	Annual Rent
12.	<u>/2003</u>	\$ <u> </u>
13.	<u>/2004</u>	\$ <u> </u>
14.	<u>/2005</u>	\$ <u> </u>

* If there is an option to buy the building, please provide complete details on attached schedule.

** This amount plus any amortization of lease expense must agree with page 4, line 34.

A. TYPE OF TRAINING PROGRAM (If aides are trained in another facility program, attach a schedule listing the facility name, address and cost per aide trained in that facility.)

1. HAVE YOU TRAINED AIDES DURING THIS REPORT PERIOD?

☐ YES

☒ NO

If "yes", please complete the remainder of this schedule. If "no", provide an explanation as to why this training was not necessary.

2. CLASSROOM PORTION:

IN-HOUSE PROGRAM

IN OTHER FACILITY

COMMUNITY COLLEGE

HOURS PER AIDE

☐

☐

☐

3. CLINICAL PORTION:

IN-HOUSE PROGRAM

IN OTHER FACILITY

HOURS PER AIDE

☐

☐

B. EXPENSES

C. CONTRACTUAL INCOME

D. NUMBER OF AIDES TRAINED

		ALLOCATION OF COSTS		(d)	
		1	2	3	4
		Facility			
		Drop-outs	Completed	Contract	Total
1	Community College Tuition	\$	\$	\$	\$ 0
2	Books and Supplies				0
3	Classroom Wages (a)				0
4	Clinical Wages (b)				0
5	In-House Trainer Wages (c)				0
6	Transportation				0
7	Contractual Payments				0
8	Nurse Aide Competency Tests				0
9	TOTALS	\$ 0	\$ 0	\$ 0	\$ 0
10	SUM OF line 9, col. 1 and 2 (e)	\$ 0			

COMPLETED

1. From this facility

2. From other facilities (f)

DROP-OUTS

1. From this facility

2. From other facilities (f)

TOTAL TRAINED

(a) Include wages paid during the classroom portion of training. Do not include fringe benefits.

(b) Include wages paid during the clinical portion of training. Do not include fringe benefits.

(c) For in-house training programs only. Do not include fringe benefits.

(d) Allocate based on if the aide is from your facility or is being contracted to be trained in your facility. Drop-out costs can only be for costs incurred by your own aides.

(e) The total amount of Drop-out and Completed Costs for your own aides must agree with Sch. V, line 13, col. 8.

(f) Attach a schedule of the facility names and addresses of those facilities for which you trained aides.

XIV. SPECIAL SERVICES (Direct Cost) (See instructions.)

	1	2	3	4	5	6	7	8		
	Service	Schedule V Line & Column Reference	Staff		Outside Practitioner (other than consultant)		Supplies (Actual or Allocated)	Total Units (Column 2 + 4)	Total Cost (Col. 3 + 5 + 6)	
			Units of Service	Cost						
					Units	Cost				
1	Licensed Occupational Therapist		hrs	\$		\$	\$		\$	1
2	Licensed Speech and Language Development Therapist		hrs							2
3	Licensed Recreational Therapist		hrs							3
4	Licensed Physical Therapist		hrs							4
5	Physician Care		visits							5
6	Dental Care		visits							6
7	Work Related Program		hrs							7
8	Habilitation		hrs							8
9	Pharmacy		# of prescrpts							9
10	Psychological Services (Evaluation and Diagnosis/ Behavior Modification)		hrs							10
11	Academic Education		hrs							11
12	Exceptional Care Program									12
13	Other (specify):									13
14	TOTAL			\$		\$	\$		\$	14

NOTE: This schedule should include fees (other than consultant fees) paid to licensed practitioners. Consultant fees should be detailed on Schedule XVIII-B. Salaries of unlicensed practitioners, such as nurse aides, who help with the above activities should not be listed on this schedule.

This report must be completed even if financial statements are attached.

		1	2	
		Operating	After Consolidation*	
	A. Current Assets			
1	Cash on Hand and in Banks	\$ 466,634	\$ 466,634	1
2	Cash-Patient Deposits			2
3	Accounts & Short-Term Notes Receivable-Patients (less allowance)	984,667	984,667	3
4	Supply Inventory (priced at)			4
5	Short-Term Investments			5
6	Prepaid Insurance	87,062	87,062	6
7	Other Prepaid Expenses	1,667	1,667	7
8	Accounts Receivable (owners or related parties)		944,287	8
9	Other(specify):			9
10	TOTAL Current Assets (sum of lines 1 thru 9)	\$ 1,540,030	\$ 2,484,317	10
	B. Long-Term Assets			
11	Long-Term Notes Receivable			11
12	Long-Term Investments			12
13	Land		105,000	13
14	Buildings, at Historical Cost		1,536,832	14
15	Leasehold Improvements, at Historical Cost	427,956	502,661	15
16	Equipment, at Historical Cost	525,665	525,665	16
17	Accumulated Depreciation (book methods)	(591,148)	(1,252,161)	17
18	Deferred Charges			18
19	Organization & Pre-Operating Costs			19
20	Accumulated Amortization - Organization & Pre-Operating Costs			20
21	Restricted Funds			21
22	Other Long-Term Assets (specify):			22
23	Other(specify):	500	500	23
24	TOTAL Long-Term Assets (sum of lines 11 thru 23)	\$ 362,973	\$ 1,418,497	24
25	TOTAL ASSETS (sum of lines 10 and 24)	\$ 1,903,003	\$ 3,902,814	25

		1	2	
		Operating	After Consolidation*	
	C. Current Liabilities			
26	Accounts Payable	\$ 90,686	\$ 90,686	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits			28
29	Short-Term Notes Payable			29
30	Accrued Salaries Payable			30
31	Accrued Taxes Payable (excluding real estate taxes)			31
32	Accrued Real Estate Taxes(Sch.IX-B)		141,000	32
33	Accrued Interest Payable			33
34	Deferred Compensation			34
35	Federal and State Income Taxes			35
	Other Current Liabilities(specify):			
36	See Schedule 17A	1,434,994	1,434,994	36
37				37
38	TOTAL Current Liabilities (sum of lines 26 thru 37)	\$ 1,525,680	\$ 1,666,680	38
	D. Long-Term Liabilities			
39	Long-Term Notes Payable			39
40	Mortgage Payable			40
41	Bonds Payable			41
42	Deferred Compensation			42
	Other Long-Term Liabilities(specify):			
43				43
44				44
45	TOTAL Long-Term Liabilities (sum of lines 39 thru 44)	\$ 0	\$ 0	45
46	TOTAL LIABILITIES (sum of lines 38 and 45)	\$ 1,525,680	\$ 1,666,680	46
47	TOTAL EQUITY(page 18, line 24)	\$ 377,323	\$ 2,236,134	47
48	TOTAL LIABILITIES AND EQUITY (sum of lines 46 and 47)	\$ 1,903,003	\$ 3,902,814	48

*(See instructions.)

XVI. STATEMENT OF CHANGES IN EQUITY

		1 Total	
1	Balance at Beginning of Year, as Previously Reported	\$ 343,299	1
2	Restatements (describe):		2
3			3
4			4
5			5
6	Balance at Beginning of Year, as Restated (sum of lines 1-5)	\$ 343,299	6
	A. Additions (deductions):		
7	NET Income (Loss) (from page 19, line 43)	1,559,024	7
8	Aquisitions of Pooled Companies		8
9	Proceeds from Sale of Stock		9
10	Stock Options Exercised		10
11	Contributions and Grants		11
12	Expenditures for Specific Purposes		12
13	Dividends Paid or Other Distributions to Owners	(1,525,000)	13
14	Donated Property, Plant, and Equipment		14
15	Other (describe)		15
16	Other (describe)		16
17	TOTAL Additions (deductions) (sum of lines 7-16)	\$ 34,024	17
	B. Transfers (Itemize):		
18			18
19			19
20			20
21			21
22			22
23	TOTAL Transfers (sum of lines 18-22)	\$ 0	23
24	BALANCE AT END OF YEAR (sum of lines 6 + 17 + 23)	\$ 377,323	24 *

* This must agree with page 17, line 47.

XVII. INCOME STATEMENT (attach any explanatory footnotes necessary to reconcile this schedule to Schedules V and VI.) All required classifications of revenue and expense must be provided on this form, even if financial statements are attached.

Note: This schedule should show gross revenue and expenses. Do not net revenue against expense

	Revenue	Amount	
	A. Inpatient Care		
1	Gross Revenue -- All Levels of Care	\$ 4,979,660	1
2	Discounts and Allowances for all Levels	()	2
3	SUBTOTAL Inpatient Care (line 1 minus line 2)	\$ 4,979,660	3
	B. Ancillary Revenue		
4	Day Care		4
5	Other Care for Outpatients		5
6	Therapy		6
7	Oxygen	694	7
8	SUBTOTAL Ancillary Revenue (lines 4 thru 7)	\$ 694	8
	C. Other Operating Revenue		
9	Payments for Education		9
10	Other Government Grants		10
11	Nurses Aide Training Reimbursements		11
12	Gift and Coffee Shop		12
13	Barber and Beauty Care		13
14	Non-Patient Meals		14
15	Telephone, Television and Radio		15
16	Rental of Facility Space		16
17	Sale of Drugs		17
18	Sale of Supplies to Non-Patients		18
19	Laboratory	14,568	19
20	Radiology and X-Ray		20
21	Other Medical Services	10,344	21
22	Laundry		22
23	SUBTOTAL Other Operating Revenue (lines 9 thru 22)	\$ 24,912	23
	D. Non-Operating Revenue		
24	Contributions		24
25	Interest and Other Investment Income***	8,977	25
26	SUBTOTAL Non-Operating Revenue (lines 24 and 25)	\$ 8,977	26
	E. Other Revenue (specify):****		
27	Settlement Income (Insurance, Legal, Etc.)		27
28	<u>Vending</u>	3,053	28
28a			28a
29	SUBTOTAL Other Revenue (lines 27, 28 and 28a)	\$ 3,053	29
30	TOTAL REVENUE (sum of lines 3, 8, 23, 26 and 29)	\$ 5,017,296	30

	Expenses	Amount	
	A. Operating Expenses		
31	General Services	814,825	31
32	Health Care	1,041,200	32
33	General Administration	961,749	33
	B. Capital Expense		
34	Ownership	526,262	34
	C. Ancillary Expense		
35	Special Cost Centers		35
36	Provider Participation Fee	106,550	36
	D. Other Expenses (specify):		
37			37
38			38
39			39
40	TOTAL EXPENSES (sum of lines 31 thru 39)*	\$ 3,450,586	40
41	Income before Income Taxes (line 30 minus line 40)**	1,566,710	41
42	Income Taxes	(7,686)	42
43	NET INCOME OR LOSS FOR THE YEAR (line 41 minus line 42)	\$ 1,559,024	43

* This must agree with page 4, line 45, column 4.

** Does this agree with taxable income (loss) per Federal Income Tax Return? No If not, please attach a reconciliation.

*** See the instructions. If this total amount has not been offset against interest expense on Schedule V, line 32, please include a detailed explanation.

****Provide a detailed breakdown of "Other Revenue" on an attached sheet.

XVIII. A. STAFFING AND SALARY COSTS (Please report each line separately.)
(This schedule must cover the entire reporting period.)

		1	2**	3	4	
		# of Hrs. Actually Worked	# of Hrs. Paid and Accrued	Reporting Period Total Salaries, Wages	Average Hourly Wage	
1	Director of Nursing	1,170	1,258	\$ 38,534	\$ 30.63	1
2	Assistant Director of Nursing	1,849	1,937	39,034	20.15	2
3	Registered Nurses	8,833	9,239	177,054	19.16	3
4	Licensed Practical Nurses	5,606	5,925	83,084	14.02	4
5	Nurse Aides & Orderlies	47,677	52,328	436,399	8.34	5
6	Nurse Aide Trainees					6
7	Licensed Therapist					7
8	Rehab/Therapy Aides	1,842	2,417	27,372	11.32	8
9	Activity Director	160	168	1,974	11.75	9
10	Activity Assistants	7,050	7,370	51,834	7.03	10
11	Social Service Workers	2,120	2,120	30,344	14.31	11
12	Dietician					12
13	Food Service Supervisor	2,581	2,829	48,002	16.97	13
14	Head Cook					14
15	Cook Helpers/Assistants	18,556	20,258	162,146	8.00	15
16	Dishwashers					16
17	Maintenance Workers	837	845	23,135	27.38	17
18	Housekeepers	21,110	22,250	158,881	7.14	18
19	Laundry					19
20	Administrator	2,080	2,080	57,519	27.65	20
21	Assistant Administrator	215	215	24,859	115.62	21
22	Other Administrative	2,572	2,572	81,169	31.56	22
23	Office Manager	2,080	2,080	45,000	21.63	23
24	Clerical	11,377	11,815	156,840	13.27	24
25	Vocational Instruction					25
26	Academic Instruction					26
27	Medical Director					27
28	Qualified MR Prof. (QMRP)					28
29	Resident Services Coordinator					29
30	Habilitation Aides (DD Homes)					30
31	Medical Records					31
32	Other Health Care(specify)					32
33	Other(specify) Care Plus Coord.	3,363	3,427	43,555	12.71	33
34	TOTAL (lines 1 - 33)	141,078	151,133	\$ 1,686,735 *	\$ 11.16	34

B. CONSULTANT SERVICES

		1	2	3	
		Number of Hrs. Paid & Accrued	Total Consultant Cost for Reporting Period	Schedule V Line & Column Reference	
35	Dietary Consultant	M	\$ 10,273	1-3	35
36	Medical Director	O	1,800	9-3	36
37	Medical Records Consultant	N	2,352	10-3	37
38	Nurse Consultant	T			38
39	Pharmacist Consultant	H	1,420	10-3	39
40	Physical Therapy Consultant	L	1,967	10A-3	40
41	Occupational Therapy Consultant	Y	2,990	10A-3	41
42	Respiratory Therapy Consultant				42
43	Speech Therapy Consultant	F	241	10A-3	43
44	Activity Consultant	E			44
45	Social Service Consultant	E	3,106	12-3	45
46	Other(specify)	S			46
47	PsychoSocial		894	10A-3	47
48					48
49	TOTAL (lines 35 - 48)		\$ 25,043		49

C. CONTRACT NURSES

		1	2	3	
		Number of Hrs. Paid & Accrued	Total Contract Wages	Schedule V Line & Column Reference	
50	Registered Nurses		\$		50
51	Licensed Practical Nurses				51
52	Nurse Aides				52
53	TOTAL (lines 50 - 52)		\$		53

* This total must agree with page 4, column 1, line 45.

** See instructions.

STATE OF ILLINOIS

Facility Name & ID NumberWinston Manor Cnv & Nursing# 0035782Report Period Beginning:01/01/2002Ending:12/31/2002Page 21

XIX. SUPPORT SCHEDULES

A. Administrative Salaries

Name	Function	Ownership %	Amount
Arleen Batorek	Administrator	0.00%	\$ 57,519
Marvin Mermelstein	Asst. Adminstr.	75.00%	24,859
Henry Mermelstein	Administrative	0.00%	19,397
Joseph Mermelstein	Administrative	0.00%	19,678
TOTAL (agree to Schedule V, line 17, col. 1) (List each licensed administrator separately.)			\$ 121,453

B. Administrative - Other

Description	Amount
	\$
TOTAL (agree to Schedule V, line 17, col. 3) (Attach a copy of any management service agreement)	

C. Professional Services

Vendor/Payee	Type	Amount
Kessler, Orlean, Silver & Co.	Accounting	\$ 9,455
Professional Healthcare	Referral Fees	3,000
Systematic Management Systems	Billing Consultant	7,373
N.H.P.S.	Employment Agency	1,650
Personnel Planner, Inc.	U/C Consultant	1,650
Health Data Systems	Computer	1,497
See Attached Schedule	Legal	20,736
Accu-Med	Computer	2,289
Medi.com	Computer	360
TOTAL (agree to Schedule V, line 19, column 3) (If total legal fees exceed \$2500 attach copy of invoices.)		\$ 48,010

D. Employee Benefits and Payroll Taxes

Description	Amount	
Workers' Compensation Insurance	\$ 24,366	
Unemployment Compensation Insurance	9,506	
FICA Taxes	111,647	
Employee Health Insurance	36,905	
Employee Meals	21,900	
Illinois Municipal Retirement Fund (IMRF)*		
Chicago Head Tax	3,844	
Union Health & Welfare	44,636	
TOTAL (agree to Schedule V, line 22, col.8)		\$ 252,804

E. Schedule of Non-Cash Compensation Paid to Owners or Employees

Description	Line #	Amount
		\$
TOTAL		\$

F. Dues, Fees, Subscriptions and Promotions

Description	Amount	
IDPH License Fee	\$	
Advertising: Employee Recruitment	12,737	
Health Care Worker Background Check (Indicate # of checks performed)		
IL Council on Long Term Care	14,621	
Chicago Dept. of Revenue	1,625	
City of Chicago	345	
Less: Public Relations Expense	()	
Non-allowable advertising	()	
Yellow page advertising	()	
TOTAL (agree to Sch. V, line 20, col. 8)		\$ 29,328

G. Schedule of Travel and Seminar**

Description	Amount
Out-of-State Travel	\$
In-State Travel	
Seminar Expense	1,045
Entertainment Expense	()
(agree to Sch. V, line 24, col. 8)	
TOTAL	\$ 1,045

* Attach copy of IMRF notifications

**See instructions.

XX. GENERAL INFORMATION:

- (1) Are nursing employees (RN,LPN,NA) represented by a union? Yes
- (2) Are there any dues to nursing home associations included on the cost report? Yes
If YES, give association name and amount. IL Council on Long Term Care \$ 14,621
- (3) Did the nursing home make political contributions or payments to a political organization? No If YES, have these costs been properly adjusted out of the cost report? N/A
- (4) Does the bed capacity of the building differ from the number of beds licensed at the end of the fiscal year? No If YES, what is the capacity? N/A
- (5) Have you properly capitalized all major repairs and equipment purchases? Yes
What was the average life used for new equipment added during this period? 10 Years
- (6) Indicate the total amount of both disposable and non-disposable diaper expense and the location of this expense on Sch. V. \$ 0 Line N/A
- (7) Have all costs reported on this form been determined using accounting procedures consistent with prior reports? Yes If NO, attach a complete explanation.
- (8) Are you presently operating under a sale and leaseback arrangement? No
If YES, give effective date of lease. N/A
- (9) Are you presently operating under a sublease agreement? YES X NO
- (10) Was this home previously operated by a related party (as is defined in the instructions for Schedule VII)? YES NO X If YES, please indicate name of the facility, IDPH license number of this related party and the date the present owners took over.

- (11) Indicate the amount of the Provider Participation Fees paid and accrued to the Department of Public Aid during this cost report period. \$ 106,550
This amount is to be recorded on line 42 of Schedule V.
- (12) Are there any salary costs which have been allocated to more than one line on Schedule V for an individual employee? Yes If YES, attach an explanation of the allocation.

- (13) Have costs for all supplies and services which are of the type that can be billed to the Department of Public Aid, in addition to the daily rate, been properly classified in the Ancillary Section of Schedule V? Yes
- (14) Is a portion of the building used for any function other than long term care services for the patient census listed on page 2, Section B? Yes For example, is a portion of the building used for rental, a pharmacy, day care, etc.) If YES, attach a schedule which explains how all related costs were allocated to these functions.
- (15) Indicate the cost of employee meals that has been reclassified to employee benefits on Schedule V. \$ 21,900 Has any meal income been offset against related costs? No Indicate the amount. \$ N/A
- (16) Travel and Transportation
a. Are there costs included for out-of-state travel? No
If YES, attach a complete explanation.
b. Do you have a separate contract with the Department to provide medical transportation for residents? No If YES, please indicate the amount of income earned from such a program during this reporting period. \$ N/A
c. What percent of all travel expense relates to transportation of nurses and patients? 0
d. Have vehicle usage logs been maintained? Adequate Records Are Maintained
e. Are all vehicles stored at the nursing home during the night and all other times when not in use? No
f. Has the cost for commuting or other personal use of autos been adjusted out of the cost report? Yes
g. Does the facility transport residents to and from day training? No
Indicate the amount of income earned from providing such transportation during this reporting period. \$ N/A
- (17) Has an audit been performed by an independent certified public accounting firm? No
Firm Name: N/A The instructions for the cost report require that a copy of this audit be included with the cost report. Has this copy been attached? N/A If no, please explain. N/A
- (18) Have all costs which do not relate to the provision of long term care been adjusted out of Schedule V? Yes
- (19) If total legal fees are in excess of \$2500, have legal invoices and a summary of services performed been attached to this cost report? Yes
Attach invoices and a summary of services for all architect and appraisal fees